5 January 1965

MEMORANDUM FOR: Deputy Director, Science and Technology

SUBJECT   :   Coordination of Agency Positions on CODIB
Activities

REFERENCES   :   a.   USIB-D-39.7/6, 6 May 1964
              b.   Memorandum to CIA Member of CODIB from
                  DD&ST dated 16 Dec 64, subject: Terms
                  of Reference for CODIB Task Teams

    1. As you know, I serve as both Chairman and CIA member
of the USIB Committee on Documentation (CODIB), whose charter
is contained in DCID 1/4. Continuing efforts are made by
CODIB to stimulate more effective processing (including storage
and retrieval) of information in support of policy planning,
intelligence production and operations. Similar efforts outside
of the Intelligence Community are being made, among others, by
the Committee on Scientific and Technical Information (COSATI)
of the President's Federal Council for Science and Technology;
within the Agency, the Office of Central Reference itself, the
Office of Computer Services and OCR jointly in Project CHIVE,
and the Project 375 Committee (established in response to the
Executive Director-Comptroller Action Memorandum No. 375 of
24 April 1964), plus DDP's Project WALNUT and NPIC's ADP efforts
are all geared toward this same increased effectiveness goal.

    2. At its 29 April meeting this year, the USIB, acting on
a CODIB report concerning a two-year study of information pro-
cessing activities in the Community (the SCIPS report),
directed the establishment of a number of ad hoc groups to do
certain tasks, as indicated in the attachment to reference a.
Nine CODIB task teams have been established and terms of refer-
ence papers for each have been, or are being, developed. The
teams consist of CODIB-agency members, selected for their
knowledge of the subject at hand; they are not expected to de-
velop coordinated intra-departmental views for their work; their

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3. Reference b. contained your non-concurrence in the terms of reference drafts for five of the task teams, i.e., all of those on the agenda for a CODIB meeting on the morning following receipt of your memorandum; the CIA members of two of these teams are DDS&T personnel. It is quite obvious that we need some more effective way of obtaining intra-Agency coordination or, at least, better understanding of what CODIB is attempting to do and how we tie in with it.

4. The CODIB Secretary is also an Agency employee in OCR's front office and is intimately connected with CHIVE as DDI CHIVE Officer. He distributes all CODIB papers, including drafts of the task team proposals, throughout the Agency in 40 copies, including two to the O/DDS&T, and one each to your Offices of Computer Services, Research and Development and Scientific Intelligence. Historically, this distribution has always served the multiple purposes of information and coordination; at the recent request of your office, comment and/or concurrence is more explicitly sought by X-ing the appropriate boxes in a routing slip.

5. Since information processing is of some degree of concern to all components of the Agency and since EDP equipment offers potential advantages which tend to draw collection and production activities into closer relationships with central reference facilities, I do not expect to get unanimity from all parts of the Agency on all CODIB tasks. The practical route internally, as well as in a CODIB context, is to weigh most heavily the views of the component(s) charged with whatever subject is being pursued. Regarding the present task teams, that on Research and Development is of specific DDS&T concern, while joint interests exist in the ADP Systems Library and Photo Chip teams.

6. One problem area concerns "all-source" information handling and its connection with operational activities. The minutes of the 17 December CODIB meeting reflect the decision that, for CODIB, "all-source" refers to TS, SI and TKH clearance levels. The intent is to utilize individuals already so cleared and to have compartmented deliberations if necessary when all team or CODIB participants are not so cleared. In two cases, I have recommended additional clearances for non-CIA people: TKH for Ruth Davis of DDR&E, who is Chairman of the R&D Task Team, and operational clearances for Cdr. ██████████ of DIA, who heads the Photo Chip team. Both of these teams touch on equipment and systems design involving very large sums of money and having great potential impact on present departmental plans if certain standards are, in fact, ultimately imposed.

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-2-

7. Within the Project 375 Committee, we have representation from OCS, ORD, OCR, NPIC and DDP. There is logic in using this group to coordinate difficult problems concerning the CODIB tasks or other inter/intra-agency information handling problems. If this is not satisfactory, I welcome your alternative suggestions. And specifically, I solicit your Directorate's written revision of the CODIB R&D task team terms of reference paper prior to the next CODIB meeting, tentatively scheduled for 14 January. An indication of what you would most like to see the R&D Task Team tackle on a Community basis would be particularly helpful.

/s/

PAUL A. BOREL
Chairman
USIB Committee on Documentation

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